



VIRTUAL EVENT GUIDE

This guide will contain everything you need to know about our virtual gala, including information about food, the video call, and auction bidding. All helpful links to tutorial videos and FAQs can also be found at the end of the document.

FOOD

We have partnered with Postmates to offer meal delivery for ticket holders who have purchased a ticket that includes dinner. Ticket holders who purchased a ticket with a meal will receive a \$25 Postmates gift card to be used towards any restaurant of your choosing in your area. This gift card will be sent as a virtual link to the email you provided.

Here are some popular ~\$20 meals from restaurants we recommend:

BLANCHARD

DAKOTAS

- Dakota's Cheeseburger (\$7)
- Chicken Fried Steak Sandwich (\$7)
- Grilled Dakota Chicken (\$8)

CHICKASHA

NAPOLI'S

- Chicken Parmigiana (\$12) or Veal (+\$3)
- Chicken Diavolo (\$12) or Veal (+\$3)
- Pasta Sampler (\$12)

DUNCAN

WISHBONE SCRATCH KITCHEN

- Bacon Wrapped Salmon (\$16)
- Chef's Meatloaf (\$14)
- Meatball Pasta (\$12)

EDMOND

OTHELLO'S

- Chicken Parmigiana (\$14)
- Linguine with Chicken and Sun-Dried Tomatoes (\$16)
- Gina's Florentine Ravioli (\$12)
- Stuffed Shrimp with Crabmeat (\$15)

NORMAN

OTHELLO'S

- Chicken Parmigiana (\$14)
- Linguine with Chicken and Sun-Dried Tomatoes (\$16)
- Gina's Florentine Ravioli (\$12)
- Stuffed Shrimp with Crabmeat (\$15)

OKLAHOMA CITY

ROCOCO

- Chicken Scallopini (\$19)
- Bruce's Meatballs (\$21)
- Chicken Fettuccine Alfredo (\$20)

CAFE 7 (VEGETARIAN OPTIONS)

- Baked Ziti (\$10)
- Pasta Primavera (\$10)
- My Big Fat Greek Pizza (\$10)

SEAN CUMMINGS

- Lamb Shank (\$19)
- Salmon (\$20)
- Pork Tenderloin (\$19)

SEMINOLE

RED LOBSTER - SHAWNEE, OK

- 7 oz. Sirloin (\$16)
- Cajun Chicken Linguini Alfredo (\$16)
- Wild-Caught Snow Crab Legs (\$21)

STILLWATER

FREDDIE PAUL'S STEAKHOUSE

- Steak and Sweet Red Pepper Pasta (\$17)
- Center Cut Sirloin (\$17)
- Chicken Fried Steak (\$15)

TULSA

ELOTE

- Carne Guisada (\$16)
- Citrus Salmon (\$16)
- Elote's Puffy Tacos (\$12)

THE WILD FORK

- Red Cornmeal Crusted Chicken (\$16)
- Catfish & Shrimp Etouffee (\$20)
- Chicken Fried Steak or Chicken (\$15)

DELASANDRO'S

- Stuffed Shells (\$16)
- Lasagne (\$20)
- Carbonara (\$20)

POLO GRILL

- Charcuterie (\$17)
- Steak Tartare (\$23)
- Bone-In Frenched Chicken (\$25)
- Asian Prime Bone-In Pork Chop (\$29)

OKLAHOMA STYLE BBQ

- Pork Ribs (\$14)
- Chicken Dinner + Two Sides (\$9)
- Slice Beef + Two Sides (\$10)

TUTTLE

NOSH - MOORE, OK

- Chicken Parmigiana (\$15)
- Cheesy Chicken Bacon Mac and Cheese (\$12)
- Chipotle Peach Pork Chops (\$15)

WASHINGTON

OTHELLO'S - NORMAN, OK

- Chicken Parmesan (\$14)

Linguine with Chicken and Sun-Dried Tomatoes (\$16)
Gina's Florentine Ravioli (\$12)
Stuffed Shrimp with Crabmeat (\$15)

In order to order from Postmates, you can either download the app from the Apple or Android store or simply visit postmates.com. [Click here](#) for our tutorial on downloading and selecting food, and [here](#) to learn about finishing your order. You can sign up for an account with your email address, input your location, search the restaurant you wish to order from, and input your gift card code at checkout.

To redeem your Postmates gift card, make sure you are first logged into your Postmates account on the website. Your Postmates gift card will be sent to the email you have provided. When you receive the email, click the "Redeem Your Gift Card" button below the promo code. This should take you to the Postmates website.

Once you are on the Postmates website, scroll down to the box that says "Do you have a gift card?" In the dialogue box, type in the promo code from your email. Your account should be credited with \$25, and you can use that credit when checking out with your meal.

If you have any trouble using the website or the app, check out [this article](#) for more information.

Last, but not least, be sure to allow 45-60 minutes for your food to arrive on time!

ZOOM

Each ticket holder will also receive a link to the call on Zoom, the platform on which the virtual event will be hosted.

For a video introduction to using Zoom on your computer, [click here](#). To learn about using the Zoom app on your phone, [click here for Part 1](#) (downloading the app) and [click here for Part 2](#) (joining the call and using the chat function).

PRE-EVENT

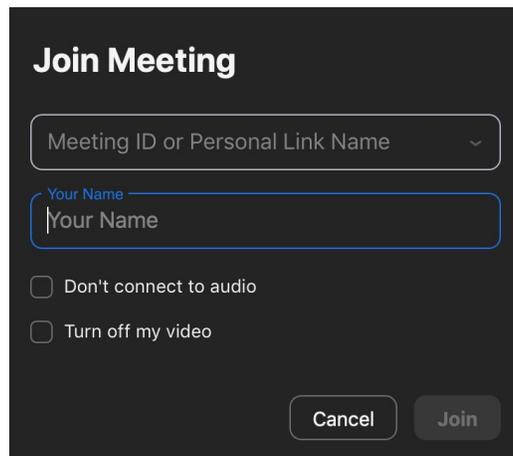
In order to prepare for the event, we recommend that you download the Zoom app to your phone or computer in advance. You can do so by following [this link](#), and clicking the download button under Zoom Client for Meetings.

AT EVENT

On the day of the event, there are two ways to join the Zoom call.

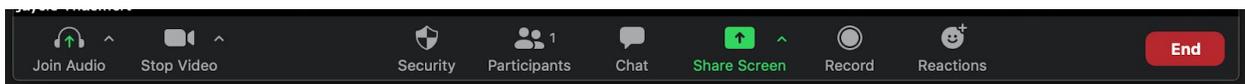
(1) You can click the link, and it should open your Zoom app if it is already downloaded.

(2) You may manually enter the Meeting ID and Password, which will also be included in the invite you receive. Open the Zoom app and click the “Join” button. This dialogue box will pop up:

A dark-themed dialog box titled "Join Meeting". It features a text input field for "Meeting ID or Personal Link Name" with a dropdown arrow. Below it is a text input field for "Your Name" with a blue border and a cursor. There are two checkboxes: "Don't connect to audio" and "Turn off my video", both currently unchecked. At the bottom right, there are two buttons: "Cancel" and "Join".

Into the dialogue box, you can place your Meeting ID number and your name. Clicking “Join” will take you to another dialogue box, into which you will place your password.

Once in the Zoom call, you will be able to mute and unmute yourself, and turn your video off and on by toggling the buttons in the bottom left corner.



The bottom bar also allows you to view the participants of the call, as well as type any questions or comments into the chat function.

If you have any further questions about using Zoom, visit Zoom’s FAQ’s [here](#).

LIVE AUCTION

The live auction will be held in the **Zoom chat**. Items will be placed up for auction by our auctioneer, at which point bidding may occur in the Zoom chat.

In order to bid on the live auction items,

- (1) Open the Zoom chat from the toolbar at the bottom (if on computer) or by clicking the **three dots in the bottom right corner** of the screen on mobile and then clicking “Chat.”

- (2) To send a bid, simply type both **your name** and **the amount** you would like to bid.

For more information about the Zoom chat function, skip to 1:14 in [this video](#).

ONECAUSE

For bidding in the silent auction, we will be using a software called OneCause, in which you can create an account for bidding on auction items.

The link for the OneCause BidPal for the Heroes Ball is <http://bidpal.net/heroesball2020>.

CREATING YOUR ACCOUNT

Click **“sign in”** in the upper right corner to create your account using an email and password. After creating your account, you have the option to input your credit card information for faster bidding.

After you sign in, the OneCause software will send you a text with a link, which you may click on at any time to continue bidding.

If instructions are unclear, you may follow this link for a YouTube tutorial on creating your account and viewing items: <https://youtu.be/M2sRuDTV214>

SILENT AUCTION

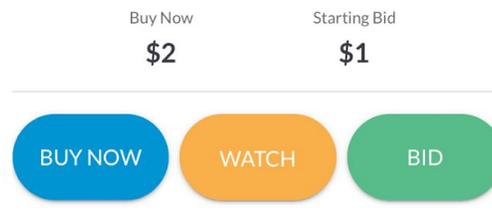
The silent auction will begin on **Tuesday, July 28th at 12 pm** and will end on the **night of the event (July 31st) at 7:15**.

You may either follow the link sent to you through the software or keep a tab open on your web browser in order to bid. To view the auction items in the software, click the **“Menu”** button in the top left corner. The menu lists buttons for making a general donation and looking at items. Click **“Browse Auction Items”** to view all available auction items.

You can click the **“Watch”** button on the previewed items before they are officially up for bidding. The watch feature will notify you when the item will be up for bidding.

Making your account before the bidding actually begins will make it quicker and easier to bid on items you want. For more explanation about how to bid in the silent auction, see the OneCause tutorial [here](#).

When items go up for auction, the “**Watch**” button will be replaced by three buttons: “**Watch**,” “**Bid**,” and “**Buy Now**.”



This item is for testing purposes only. Please do not actually bid on this item.

Clicking the “**Buy Now**” button will allow you to purchase the item for the “Buy Now” price, listed on the left side of the screen. Clicking the “**Bid**” button will allow you to place a bid for the object, higher than the current bid which is listed on the right side of the screen.

GENERAL DONATIONS

MOBILE

If at any point you would like to make a general contribution to OICA, click the “**Donate Now!**” button at the top of your bidding screen. You can click any of the donation amounts on the following screen, or enter your own.

COMPUTER

From the menu on the left, select “**Make a Donation.**” Enter your preferred amount and add your credit card to complete the donation.

MENU

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#128



Thank you for

Donate Now!

Browse Items

Select a Category...

Featured
Items

Fixed
Price
Items

Items
with No
Bids

Sponsors



Raised

\$0 / \$0

\$1,000

\$500

\$250

\$100

\$50

\$25

OTHER

HELPFUL LINKS

POSTMATES

GENERAL WEBSITE (PLACE LOCATION IN SEARCH BAR) <https://postmates.com/>

ZOOM

DOWNLOAD LINK <https://zoom.us/download>

MOBILE PHONE <https://youtu.be/YMQuhDj4DVM> (Part 1 - downloading app)
<https://youtu.be/CK3vu6qRlp4> (Part 2 - using chat function)

COMPUTER <https://www.youtube.com/watch?v=hgleIVL9fol&feature=youtu.be>

FAQS

https://support.zoom.us/hc/en-us/articles/206175806-Frequently-asked-questions#h_12512067-340a-4ca9-8d5b-f52a7ed016fb

ONECAUSE

EVENT LINK <http://bidpal.net/heroesball2020>

CREATING YOUR ACCOUNT <https://youtu.be/M2sRuDTV214>

BIDDING TUTORIAL / FAQS

<https://www.onecause.com/solutions/mobile-bidding-auction-software/how-to-use/>